

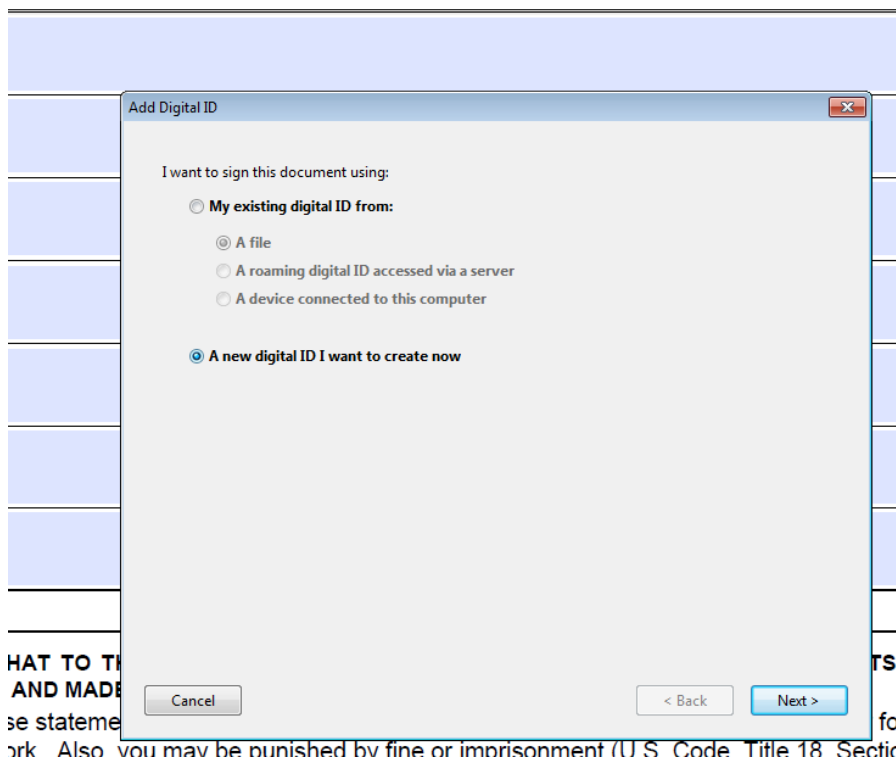
Trainee Guide: Creating a New Digital Signature on Adobe Reader

- 1) Ensure you've downloaded the most recent version of Adobe Reader to your computer as guided on the ACOS Education Website:

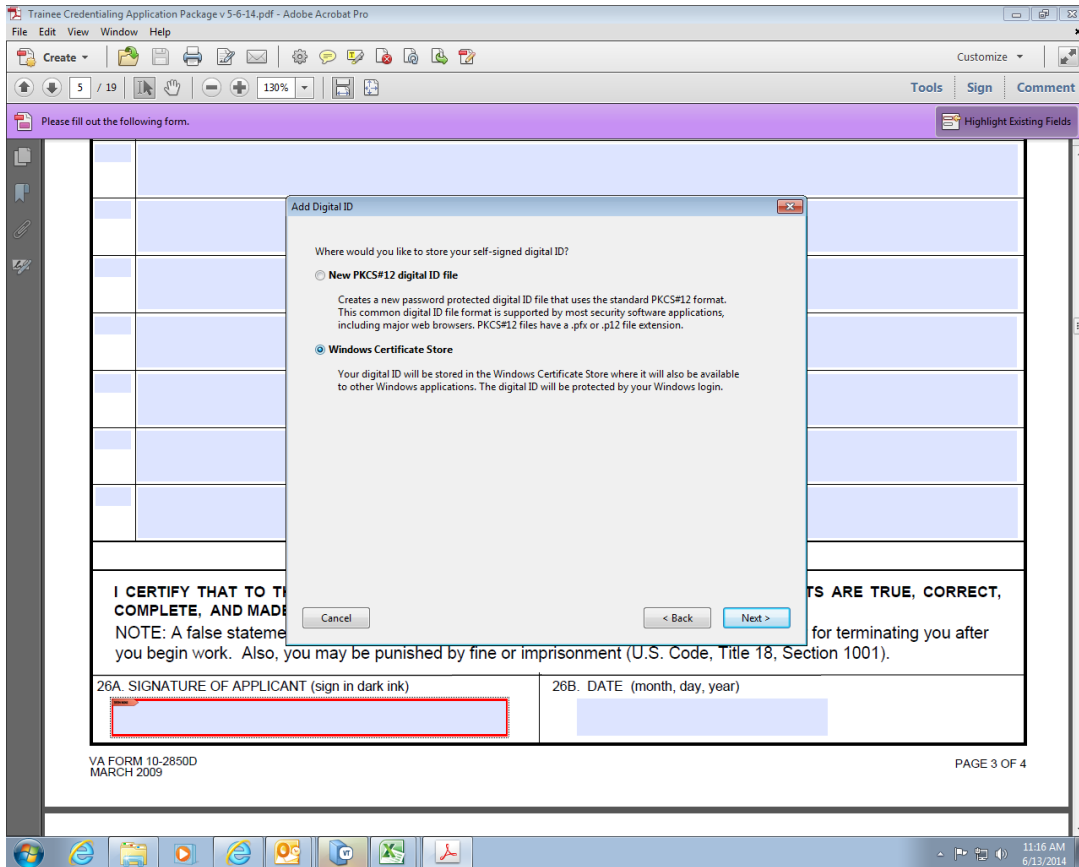
<http://get.adobe.com/reader/>



- 2) The trainee would click on the signature block and this box will appear. Click on "new digital ID..." and then "next"



3) Click on “Windows Certificate Store” and Next



4) Enter your name and email address and then “finish”.

Trainee Credentialing Application Package v 5-6-14.pdf - Adobe Acrobat Pro

File Edit View Window Help

Create [Icons] Customize [Icons]

5 / 19 130% Tools Sign Comment

Please fill out the following form. Highlight Existing Fields

Add Digital ID

Enter your identity information to be used when generating the self-signed certificate.

Name (e.g. John Smith):

Organizational Unit:

Organization Name:

Email Address:

Country/Region:

Key Algorithm:

Use digital ID for:

I CERTIFY THAT THE INFORMATION I HAVE PROVIDED IS COMPLETE, AND MADE IN GOOD FAITH. MY STATEMENTS ARE TRUE, CORRECT, AND ACCURATE. I UNDERSTAND THAT I AM RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION I PROVIDE. I AM NOT PROVIDING ANY FALSE INFORMATION FOR TERMINATING YOU AFTER YOU BEGIN WORK. Also, you may be punished by fine or imprisonment (U.S. Code, Title 18, Section 1001).

NOTE: A false statement is a crime.

26A. SIGNATURE OF APPLICANT (sign in dark ink)

26B. DATE (month, day, year)

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